



"BETTER MANAGEMENT THROUGH SHARED RESOURCES"

WHAT IS THE SMALL AGENCY COUNCIL?

The Small Agency Council is the voluntary management association of sub-Cabinet, independent Federal agencies. Established in 1986, the Council represents about 80 small agencies.

Each agency's principal management official represents that agency on the Council. This official generally oversees agency management functions such as personnel, budget, procurement, finance and information resources management. The Council meets periodically to discuss management issues of concern to small agencies.

WHAT IS A SMALL AGENCY?

While a typical Cabinet-level Department may have tens of thousands of employees, a "small agency" generally has less than 6,000 employees. Most Council members represent an agency with fewer than 500 staff. Altogether, however, these agencies in the Council employ about 50,000 Federal workers and manage many billions of dollars.

WHICH SMALL AGENCIES ARE REPRESENTED ON THE COUNCIL?

Small agencies that have joined the Council are responsible for managing a wide array of Federal programs and implementing various statutes. Members have diverse program responsibilities that include public and private sector employment, commerce and trade, energy and science, transportation, national defense, and finance and cultural issues. Almost half of the Council's members are regulatory or enforcement agencies. The remaining half of the Council's membership is divided among grant-making, advisory, and uniquely chartered organizations. The activities of these agencies affect the lives of almost all Americans.

WHAT ARE THE COUNCIL'S GOALS?

The Council has three goals:

- To help Federal policy oversight agencies develop management policies that affect small agencies.
- To exchange approaches for improving management and productivity in small agencies.
- To share management resources so as to strengthen the internal management practices of small agencies.

With these goals as guideposts, the Council represents the collective management interests of small agencies with several Federal policy oversight organizations and interagency management groups.

WHAT DOES THE COUNCIL DO?

- The Council effectively communicates and attempts to resolve problems on centralized Federal management issues affecting small agencies.

Working with OMB, OPM, GSA and others, the Council has been able to work out agreements on tailoring reporting requirements, managerial systems, and policy directives to the special needs and resource constraints of small agencies. The Council addresses management issues such as productivity improvements, personnel and procurement reforms, office space planning, technology, and budget concerns.

- The Small Agency Council offers a network of support among member agencies.

Members meet to share experiences on common management issues. Through the Council, small agencies share training program opportunities; exchange resources and services, such as conference rooms or excess equipment; and promote replication of management reforms among agencies. The Council has functional committees that meet regularly on specific topics in the areas of administrative services, finance, procurement, training, and information resource management (including a Small Agency CIO Advisory Board).

The themes underlying these initiatives are the promotion of resource efficiency, quality management improvement, and up-to-date information on good management practices.

WHAT IS AN EXAMPLE OF THE COUNCIL'S WORK?

Several years ago, the Council initiated a cost-effective training program for member agencies. Because of reduced administrative budgets due to overall Federal operating deficits, many small agencies had to significantly reduce or eliminate their training budgets. Recognizing that this reduction could pose long-term employee retention and productivity problems for most small agencies, the Council developed a coordinated training program for the executives, supervisors and support staff of the member agencies. Today, contributions from about 50 member agencies fund this program for hundreds of training participants to attend over two dozen training courses each year.

HOW DOES THE COUNCIL DO ITS WORK?

Overall activities of the Council are managed by a Chair and Vice Chair elected by the member agencies. An Executive Committee of small agency principal management officials assists these officers. Member agencies volunteer staff support and other resources as needed.

EXECUTIVE COMMITTEE

John Seal, Chair
Pension Benefit Guaranty Corporation

Andrew Fishel, Vice Chair
Federal Communications Commission

Thomas Herlihy
Federal Energy Regulatory Commission

Solly Thomas
Federal Labor Relations Authority

Rosemarie Straight
Federal Trade Commission

Connie Harshaw
National Labor Relations Board

Darrell R. Willson
National Gallery of Art

Gloria Joseph
National Labor Relations Board

Patricia Norry
Nuclear Regulatory Commission

Joyce M. Dory
Nuclear Waste Technical Review Board

James McConnell
Securities and Exchange Commission

COMMITTEES and CHAIRS

Administrative Services Committee

Richard Dorr
Merit Systems Protection Board

Financial Management Committee

Mark Reger
Federal Communications Commission
Henry Hoffman
Federal Trade Commission

IRM Committee

Brooks Carter
Federal Energy Regulatory Commission
Martin Smith
U.S. International Trade Commission

Procurement Committee

Jean Sefchick
Federal Trade Commission
Mary Lynn Scott
Nuclear Regulatory Commission

Council Training Director

Ellen Roderick
Pension Benefit Guaranty Corporation

CIO Advisory Board

Brett Bobley
National Endowment for the Humanities
Fernanda Young
Federal Energy Regulatory Commission

COUNCIL REPRESENTATIVES ON OTHER INTERAGENCY GROUPS

Federal CIO Council Liaisons

Brett Bobley
National Endowment for the Humanities
Fernanda Young
Federal Regulatory Commission

Federal CFO Council Liaisons

Mark Reger
Federal Communications Commission
Henry Hoffman
Federal Trade Commission

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